

TECHNICAL QUESTIONS & RESPONSES
RFP 07-001 DWD
Year-Round Innovative WIA Youth Programs

Question No. 1:

Can we serve an 18 year old youth in secondary education that does not have enough credits to be defined as Senior Status?

Response:

Yes, in the scenario you have described, it can be assumed that this student is at the point of “aging out” of secondary education and will be at risk of dropping out of school prior to achieving a diploma.

Question No. 2:

What is the deadline for full enrollment into the program?

Response:

The last day to complete the number of enrollment of participants into your WIA program is November 30, 2007.

Question No. 3:

Can the WIA program be started upon notification that the organization has been recommended for funding?

Response:

Yes, you may do some preliminary program start-up planning, recruitment activities, etc., upon notification of funding recommendation; however, the County will not reimburse you for any costs incurred on behalf of the WIA program until the effective date of the contract award as approved by the Board of Supervisors' action.

Question No. 4:

If a social worker is funded from other sources but will be providing services to the WIA participants, is that considered an in-kind contribution or a leveraged resource?

Response:

Yes, the portion of time spent with WIA participants by the social worker can be considered an in-kind contribution or a leveraged resource if the salary is paid from non WIA funds. In-kind contributions and/or leveraged funds are services, equipment, space, etc., provided from non-WIA funds that support or assist in the implementation of the WIA Youth Program.

Question No. 5:

Can we start program services on August 15, 2007 if we have the referrals for enrollment?

Response:

If your contract has been approved by the Board of Supervisors, you may enroll your participants effective August 15, 2007 and upon verification of eligibility by Workforce Development staff, begin delivery of program services.

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Question No. 6:

Previously all “younger youth” served in the program had to be basic skills deficient, the current eligibility criteria on Page 8 of the RFP instructions, has eliminated that requirement. Is this a change?

Response:

Current emphasis of the San Bernardino County Workforce Investment Board is to serve economically disadvantaged youth between the ages of 17 through 21 that have one or more barriers to employment as defined on page 8 of the RFP Instructions.

Question No. 7:

Are the insurance requirements the same as those required by the County of San Bernardino in the past?

Response:

Yes, the complete requirements for indemnification and insurance coverage are detailed on pages 18 and 19 of Appendix C entitled, “Sample Contract for WIA Service Providers.”

Question No. 8:

Does the funding cover both years? Do we propose a budget that spreads the dollars for both fiscal years?

Response:

Yes, your proposal must budget for both the program services (August 2007 through June 30, 2008) and follow-up year (July 1, 2008 through June 30, 2009). It is reasonable for costs to be greater during delivery of program services.

Question No. 9:

What types of Supportive Services are allowable in the Follow-up year?

Response:

Supportive Service means services such as transportation assistance, child care, assistance with housing, referrals for medical services, assistance with uniforms, work attire, work related tools, etc. Basically, any assistance that is necessary to enable the participant to sustain success during the 12 months of follow-up services.

Question No. 10:

Is occupational skill training restricted to training only in the occupations that are defined as “career ladders” on page 11 of the RFP instructions? Can we train in other areas like technical computer training, MS Office, A+ Repair or MCP and construction?

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Response:

The San Bernardino County Workforce Investment Board (WIB) has determined that the occupational fields described within the career ladders are those occupations that are projected to experience highest job openings in the local area over the next 5 years. Based upon this assessment, the WIB is strongly encouraging that WIA youth funds support occupational skill training in the career fields listed on page 11 of the RFP instructions. Entry level skills for these occupations may include, but is not limited to MS Office, and as such, should not be the total skill training provided to the participant. The goal of WIA is to establish a pathway to a career field with upward mobility that result in self-sufficiency.

Question No. 11:

Is a licensed social worker required for providing case management services to the WIA participants?

Response:

No, a licensed social worker is not required for case management services. The use of the term case management is to define an individualized, client-centered approach to the delivery and coordination of WIA program and follow-up services.

Question No. 12:

On page 17 of the RFP instructions it states "Describe the problems associated in reaching WIA eligible youth living in San Bernardino County." Must this be done for the entire County, or our target areas within the County, or both?

Response:

Your proposal should address the outreach and recruitment activities and associated problems that relate to the target area(s) that your program is proposing to serve.

Question No. 13:

Where can I obtain the documents/forms that are identified as Attachments I through X in MS Word or Excel rather than Adobe?

Response:

The Attachments I through X are available in MS Word and Excel in the list of RFP documents, appendices, and attachment. The forms are located under the heading of "Attachment" and can be downloaded from <http://www.sbcounty.gov/wib/>.